

CLOISTER POINTE CONDOMINIUM ASSOCIATION

c/o Century Management Consultants, Inc.

2950 Jog Road, Greenacres, FL 33467

Dear Unit Owner:

Our insurance company requires that all units have working smoke detectors and fire extinguishers. It is mandatory that we have a signed verification from each unit owner disclosing both items are in good working condition in their home. Please see below verification section that needs to be signed by unit owner(s) and returned to the management company for the Association's records.

Each owner is responsible for obtaining at their own cost Liability Insurance to cover accidents occurring within their unit and dwelling insurance to cover any structure and /or personal property inside the unit. ***You can submit a copy of your insurance declaration page or provide the information on this form.***

The Insurance Company recommends replacing battery powered smoke detectors with hardwired smoke detectors which have battery back-ups. In addition, as a precautionary measure, the Insurance Company and Association suggest purchasing and installing "peep holes" on front doors.

Please be advised that there may be an inspection of each unit at a later date to verify and confirm your statement. Each unit owner must submit the requested information in order to be in compliance with the Insurance Company and avoid cancellation.

Please complete the requested information below and return to the management company at your earliest convenience.



Name: _____ Building & Unit: _____

Address: _____

Unit Owner Insurance Company Name: _____

Policy Effective Date: _____ Policy Expiration Date: _____

Do you have installed smoke detectors in your unit? Yes or No How many? _____

Do you have fire extinguishers in your unit? Yes or No How many? _____

Unit Owner Signature: _____ Date: _____

Unit Owner Signature: _____ Date: _____

RETURN TO: brian@cmcmmanagement.biz or mail to the address above